



Monroe Career & Technical Institute  
Bartonsville, PA 18321

# SUBSTITUTES NEEDED

**TEACHERS:** Candidates must possess trade experience, college degree or teaching credential. Daily Rate of Pay \$150.00

**SECRETARIES:** Candidates must possess secretarial skills, good telephone etiquette, mathematical and organizational skills, and are able to work in a fast-paced environment. Hourly Rate of Pay \$15.00

**CUSTODIANS:** Days or evenings. Hourly Rate of Pay: \$15.00

**HEALTH OFFICERS:** Candidates must possess PA RN License and be First Aid/CPR/AED certified. Daily Rate of Pay \$150.00

Obtain application and review clearance information at [www.monroecti.org](http://www.monroecti.org) submit along with resume and letter of interest:

Mrs. Debra Schuler, Executive Secretary  
Monroe Career & Technical Institute  
194 Laurel Lake Road  
Bartonsville, PA 18321

Fax: 570-629-9698 or email documents to [employmentopportunities@monroecti.org](mailto:employmentopportunities@monroecti.org)

**PHONE CALLS ONLY IF YOU CANNOT OBTAIN THE APPLICATION FROM OUR WEBSITE**

Posted: August 2024

The Monroe Career & Technical Institute will not discriminate in its educational programs, activities, or employment practices, based on race, color, national origin, sex, sexual orientation, disability, age, religion, ancestry, union membership, or any other legally protected classification. Announcement of this policy is in accordance with the Pennsylvania Human Relations Act and with Federal law, including Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 503 and 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and the Americans with Disabilities Act of 1990.

For information regarding civil rights or grievance procedures and accommodations for persons with disabilities, contact the Supervisor of Curriculum & Instruction, at 194 Laurel Lake Road, Bartonsville, PA 18321-0066 Telephone: (570) 629-2001 FAX (570) 629-9698.